

## **MINUTES OF CORNFORTH PARISH COUNCIL MEETING:** **DECEMBER 2017**

Minutes of the Meeting of Cornforth Parish Council held at 7.00pm, in the Community Centre, Cornforth, on Monday 11<sup>th</sup> December 2017.

Present: Councillor Mr. A. Hodgson and

Councillors: Mr. C. Baker, Mrs. P. Crathorne, Dr. S. C. Drew, Mrs. M. Poole, Mr. R. Poole, Mr. M. Simpson, Mrs. S. Traynor, Mr. R. Vaughan, Mrs. M. Walker and Mrs. A. Wilson.

Apologies: Councillor: Mrs. H. P. Drew, Mrs. J. Grafton, Mr. C. Hodgson, and Mr. J. Grafton.

### 1. INTRODUCTIONS AND APOLOGIES

The above apologies were received.

### 2. DECLARATIONS OF INTEREST

There were no declarations of interest made with regard to any items on the agenda.

### 3. MINUTES

The Minutes of the meeting held on 13<sup>th</sup> November 2017, which had been circulated with the agenda were approved and signed by the Chairman.

### 4. MATTERS ARISING FROM THE MINUTES NOT COVERED ON THE AGENDA

A Member had raised the issue of grass mowing to the bank opposite Coronation Terrace. It was confirmed that this work was only done once a year. There were no other items arising that were not included on this agenda.

### 5. POLICE LIAISON

The Vice Chairman reported that there had been no PACT meeting held since the last Parish Council meeting. He took the opportunity to report that the pantomime had been successful, with 136 people attending. The same company had been booked for next year.

### 6. PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

### 7. CHAIRMAN'S ANNOUNCEMENTS AND CORRESPONDENCE.

There were no issues to report under this item.

### 8. AAP ISSUES

There were no issues to report under this item.

## 9. COUNTY COUNCIL ISSUES

Our County Council representative, Mrs. P. Crathorne, reported that budget austerity would continue. The Lumiere event had been very successful with 24,000 people attending. The County Council will be objecting to the proposed changes to the Parliamentary Boundaries. A new pay rise had been agreed for local authority workers. The County council had approved the creation of eight new aldermen. With regard to May's properties, the County Council would be looking into taking legal action.

## 10. PLANNING MATTERS AND APPLICATIONS FROM DURHAM COUNTY'S WEEKLY LISTS.

The Clerk reported that at the time of the despatch of this agenda, which included applications up to and including 4th December 2017 the following applications had been received by Durham County Council which were of interest to Cornforth Parish Council.

- i) DM/17/03539/FPA – Mrs. Barbara Andrews – 22 The Green, Cornforth – Replacement white UPVC bow window and composite door in green.
- ii) DM/17/03583/FPA – Mr. Ian Gibbons – 11 High Street, Cornforth – Change of use from retail to residential use including alterations to former shop front – part retrospective.
- iii) DM/17/ 03636/FPA – Mr. M. Ashford – 14 Palm Road, Cornforth – Two storey side extension and porch to front.

Details of the applications were circulated at the meeting. Members resolved not to raise any objections to the proposals.

There were no planning decisions made by the County Council for development within the Parish boundaries.

## 11. ALLOTMENTS.

At the November meeting, the Parish Council agreed to act swiftly to remove the asbestos from the allotments. Our ground maintenance contractor has obtained a quote from a specialist contractor to carry out the work. The cost of the removal and disposal prior to the removal of the sheds is £2,450 plus VAT, (£2,940.00). Members agreed to this expenditure and to carry out the work in the interests of safety. Councillor Mrs. M. Walker did not support this action.

## 12. ADOPTION OF THE CDALC MODEL CODE OF CONDUCT FOR LOCAL COUNCILS.

The Clerk had circulated a draft Code of Conduct to all Members with the November agenda and prior to the training session held before the meeting. Members agreed to formally adopt the Code of Conduct at this meeting.

13. SEDGEFIELD CHARITY.

At the November meeting Members asked for time to consider the issue of replacing Mrs S. Traynor on the above charity, as she no longer wished to be the village representative. Councillor Mrs. Traynor asked for the issue to be deferred until January so she could bring further details and documentation to the meeting.

14. MAYS' PROPERTIES IN CORNFORTH.

Councillor Mrs. P. Crathorne updated the meeting. Members discussed the position and agreed to defer action so that our County Council representative could make progress on the matter.

15. TURSDALE WAR MEMORIAL.

The Clerk advised that the application to clean the plinth, replace lettering and improve stone work was with the War Memorials Trust. Their next meeting is scheduled for the end of December. Enquiries have been made about a suitable and significant date for an unveiling/dedication ceremony. Members pointed out the difficulties of obtaining road closures for a weekday event, because of quarry traffic.

16. MEMORIAL PARK ACCESS GATE.

The ground maintenance contractor has effected a temporary repair in the interests of safety. It was agreed that the Clerk would discuss a suitable permanent arrangement with the contractor and report to a later meeting.

17. FINANCIAL MATTERS.

i) LOCAL COUNCIL TAX REDUCTION SCHEME.

The Clerk reported that Durham County Council had advised the Parish Council that it will continue to pass the Town and Parish element of its formula grant in 2018/19 and has updated its tax base modelling and calculated the new tax base. The impact of the details will be given to members in full as part of this Council's budget setting process in January 2018, but the basic information is that whilst the new tax base is marginally lower than in 2016/17, there will be a net increase in the LCTRS of £2,827.17.

ii) BANK RECONCILIATION STATEMENTS – POSITION AT 30<sup>th</sup> NOVEMBER 2017.

The bank reconciliation statement was circulated with this agenda. The Clerk pointed out that the figures did not reconcile and that discussions needed to be held with our bankers. Councillor Mrs. M. Walker expressed dissatisfaction with the banking of rents, despite the Clerk's assurance that the cash was kept safely.

iii) SCHEDULE OF RECEIPTS AND PAYMENTS TO 30<sup>th</sup> NOVEMBER 2017.

<b>Receipts</b>		<b>£</b>	<b>Cheque No.</b>
NIL			
<b>Payments</b>			
Altogether Greener	Period 7 October - £2,207.17 Hard pruning and removal of self-sets in Memorial Park - £495.00	3,242.60 inc VAT	857
R. A. Sunman	Allowances (October)	97.37	858
R. A. Sunman	Salary	666.10	S/O
	<b>Expenditure</b>	<b>4,006.07</b>	
	<b>Net Expenditure</b>	<b>4,006.07</b>	

Recommendation: The schedule was approved.

- iv) Under this item, Mrs Walker raised the issue of three clear days to consider the agenda and enclosures. She felt that best practice was not being met. The Clerk had, in this month, tried to ensure that that Members had sufficient notice, despite difficulties with the receipt of bank statements and Christmas postal deliveries, by hand delivering the papers. It was agreed that in future, despite the extra cost, proof of posting would be obtained for agenda papers. This was proposed by the Vice Chairman and seconded.

**NOTE: At the close of the meeting Members were asked if they had any items for inclusion on a future agenda. The following matters were agreed:**

- i) A Member asked that the presentation of accounts be discussed at the January meeting.

To all Members of the Parish Council.

Yours Sincerely, Ray Sunman, Parish Clerk: 21<sup>st</sup> December 2017.

**Signed:** ..... **Dated:** .....